

Stradbroke Primary Foundation Stage Home Visits Policy

Supporting the achievement of all children



<u>Written By</u>	<u>Written Date</u>	<u>Review Date</u>	<u>Approved by</u>
Sue Shelley	Sep 2020	Sep 2021	Governing Body

Covid-19 Pandemic

During the current Covid-19 pandemic home visits will not take place, this will be replaced with phone calls. We will explore when to re start home visits following government advice.

Induction meetings will not take place in school and parents will be sent an induction booklet with up to date information.

Aim

By visiting parents and their children in their own homes we hope to aid the development of early links between home and school and to ensure a smooth transition into the foundation stage.

Guidelines

- All parents with children starting in Little Teds or FS 1 will be sent a letter inviting them to an initial meeting at school.
- The meeting will include a general overview of how Little Teds and FS1 works and information about the home visit.
- Appointments for home visits will be given out at the induction meeting.
- Parents can request not to have a home visit and this decision is respected by the school.
- Two staff; 1 the teacher/or lead practitioner and 1 TA will attend each home visit.
- This visit is viewed as the beginnings of a positive partnership between home and school.
- The visit needs to be as near as possible to the child starting in Little Teds or FS1.

What to do before a home visit

- Confirm details sent in a letter by phone just prior to the visit.
- Ensure office staff have an up to date appointment schedule..
- Check generic home visits risk assessment.
- Ensure information pack is ready.

What a home visit involves

- Taking information from school to discuss with the parents, including any forms or information not given out at the induction meeting
- 'All about me' proforma to complete together.
- 1 member of staff (teacher) to talk to parent and complete forms
- 1 member of staff to play with the child.

What to do after a home visit

- Ensure all relevant paper work is passed onto the correct department.
- Ensure school knows all staff have returned or if going straight home school is informed the visit is complete.
- Ensure Early Years leader is informed if contact at the appointed time was unable to take place.

Health and safety

- A risk assessment will be completed referring to home visits.
- Appointment schedule left at the school office with times.
- Staff inform office staff when leaving and on arrival back to school.

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- Staff will always carry their school identification.
- Staff will wait to be invited into the home.
- If a child answers the door, do not enter a house unless invited by an adult.
- If staff feel uncomfortable, leave premises as soon as possible and report to management.
- Record dates and times and anything discussed.